



Dear Parents,

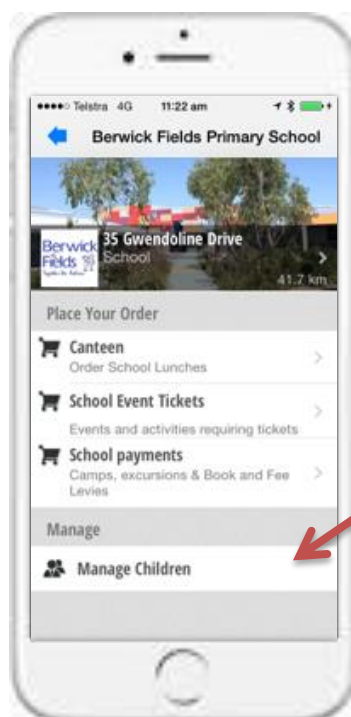
Thank you for your support in using Qkr at Port Melbourne Primary School. It is not only convenient for you to make payments but it supports our school in streamlining administrative processes in the office.

To ensure your child receives the products purchased, please ensure they are placed in the correct year level and grade.

Follow the step by step instructions below.

Your support would be greatly appreciated.

Kaye Linsdell
Business Manager
Port Melbourne Primary School



On the first screen
Select **"Manage Children"**

Tap on the child



Select the Year:

Move the scroll wheel to find the correct year level
Select **Done**

Select the Class:

Move the scroll wheel to find the correct class
Select **Done**;

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Move the scroll wheel to find the correct class
Select **Done**;

